



Certification/Endorsement Support Documents for Educators

Requirements for the Athletic Director Certificate (215)

Please see below for the requirements to qualify for professional certificate. Please note that the endorsement code is 215, which will be used throughout the application process. If you believe you qualify for either a conditional or professional certificate, please submit an initial application through our online MEIS system.

Five-year professional certificate requirements include completion of:

1. Bachelor's degree conferred
2. Background check approval (CHRC) – based on fingerprints

First Renewal requirements include completion of **all** sections below:

SECTION A:
Holds valid Maine Administrator Certificate (excluding Teaching Principal [057] certificate)
SECTION B:
1. Interscholastic Athletics: Philosophy, Organization, and Programs
2. Athletic Administration: Principles, Strategies, and Methods
3. Athletic Administration: Legal Issues

Helpful Tips:

- For fingerprint information please visit: <https://www.maine.gov/doe/cert/fingerprinting>
- Qualified courses must be 100 level or higher from a four-year accredited college offering a bachelor's degree. To get pre-approval for a course to fulfill a requirement, please email title of course and course description to cert.doe@maine.gov